

**STILLWATER COUNTY PLANNING BOARD
MINUTES OF MEETING**

Wednesday, June 2nd, 2021 at 7:00p.m.
Stillwater County Pavilion
328 5th Avenue N., Columbus, MT

BOARD MEMBERS PRESENT: Carolyn Hutson, Dan Sayer, Bob VanOosten, Gary Enstrom, Steve Arnold, Jerry Edwards

BOARD MEMBERS NOT PRESENT: Dennis Gerke, Curtis Jacobs, and Ray Karls

STAFF: Forrest Mandeville, Stephanie Ray, and Christine Baker

OTHERS: Scott Haven and Katy Martin

I. CALL TO ORDER. Carolyn Hutson, Vice President of the board called the meeting to order at 7:00 p.m.

A. Public Comments. Nothing at this time

B. Disclosures of Conflicts of Interest and Ex-Parte Communications. Nothing at this time.

II. MINUTES:

A. Minutes: Gary made a motion to approve the draft minutes from the May 5th, 2021 County Planning Board Meeting, Jerry seconded; with all in favor, motion passed.

III. NEW BUSINESS:

A. Haven's Hideout RV Park. Forrest provided a staff report on the proposed Haven's RV Park. Tom Kelly North Star Land Services, on behalf of Scott Havens, has submitted a preliminary plan application and materials for the proposed Haven's Hideout RV Park. The proposed 3-unit RV Park is subject to review as a minor subdivision. The site contains 4.408 acres and is located in Absarokee off of B Street. The property is legally described as Tract 1, COS 264278, being in the SE ¼ SE ¼ of Section 36, T 3 S, R 18 E, P.M.M., Stillwater County. The property is accessed via a 40-foot wide strip of land connecting with B Street. The Subdivision Regulations require a 24-foot wide road surface in a 60-foot wide easement, so the developer has submitted a variance request to reduce the required width to 40-feet.

The property is surrounded by the platted townsite of Absarokee, but it appears that there has been some small-scale agricultural practices (growing hay, etc.). This will likely cease with the development of the RV park. The property is classified as farmland of local importance by USDA. With the proximity of residential uses, the development of this property into an RV park should have negligible impacts on agriculture. seconded; with all in favor, motion carries.

Access is proposed from B Street through a 40-foot wide corridor that is currently part of the subject property. This does not meet the design standards in the Subdivision Regulations prescribed in Table IV-42, which requires a 60-foot wide minimum road right of way. The developer has requested a variance from design standards to allow for a narrower road. The road should be built prior to filing the final plan and certified by an engineer to ensure physical access is provided.

The subdivider is proposing a private drive serving the RV park continue from the end of the new road to provide access to the RV spots. The drive will need to meet the requirements in Section IV-U, which requires two way roads be at least 24-feet in width and 1-way road be at least 15 feet in width. Dead end streets are prohibited in the Subdivision Regulations (Section IV-I.5.h), so a cul-de-sac or hammerhead turn around should be construction at the end of the subdivision road, before the RV park driveway.

The applicant has requested a variance from the design standards in Table IV-2, to allow a road right of way/easement width of 40 feet, instead of the required 60-feet. The applicant states in the variance request that the road can be constructed to meet the required 24-foot wide travel lane, that a turnaround will be constructed, traffic control devices will be installed, and that no parking will be allowed for the first 100 feet into the property.

The Subdivision Regulations, Section II-G.1 allow variances to be granted in cases in which the Planning Board and Commission finds that extraordinary hardship, practical difficulty, or unnecessary environmental degradation may result from strict compliance with the design standards and/or the purposes of the Subdivision Regulations may be served to a greater extent by an alternative design, so that substantial justice may be done, or unnecessary environmental degradation may be avoided, and the public interest secured. No variance may have the effect of nullifying the intent and purpose of the Subdivision Regulations.

Recommended Preliminary Plat of Approval:

1. Filing of the final plan shall be subject to review and approval by DEQ and the County Sanitarian of any new water, wastewater, storm water drainage, and solid waste provisions, as applicable.
2. The final plan shall contain a statement that legal and physical access is provided to each lot per MCA 76-3-608 (3)(d) and Section II.B.4.p.
3. Utility easements shall be provided and dimensioned as required in Section IV.M. on the final plan.
4. Per Section IV.M.8., the final plan shall show the location of all existing and required utility easements, and must include the following statement: "The undersigned hereby grants unto each and every person, firm or corporation, whether public or private, providing or offering to provide telephone, telegraph, electric, power, gas, cable television, water or sewer service to the public, the right to the joint use of an easement for the construction, maintenance, repair and removal of the lines and other facilities, in, over, under and across each area designated on this plat as "Utility Easement" to have and hold forever."
5. A Subdivision Improvements Agreement shall be prepared as required in the Subdivision Regulations (as applicable to this development) and filed with the plat.
6. An executed Weed Management Plan must be attached to the SIA.
7. A road name shall be obtained from the County GIS Department. The road name shall be shown on the final plan.
8. The internal subdivision road shall be paved and built to County standard, with the exceptions outlined in Condition 12. The construction of the internal road shall be certified by a professional engineer.

9. The internal subdivision road should intersect B Street at a 90 degree angle, and the vegetation in the area removed. The current access through the alley shall be discontinued.
10. The final layout and site plan, including RV spacing and road design, shall meet the specifications in Section IV-U.
11. The final plan shall be submitted in compliance with Section II.C.
12. Variance from road right of way or easement width requirements is approved subject to the following conditions:
 - a. The subdivision road shall be constructed prior to final plan per the standards in Figure IV- 2 and Table IV-2, with the exception of a 40-foot width instead of a 60-foot width, and shall include a suitable turnaround. The road construction shall be certified by a professional engineer.
 - b. A stop sign shall be installed at the intersection with B street.
 - c. “No parking” signs shall prevent parking along the first 100 feet of the road.

Bob made a motion to conditionally approve the Haven’s Hideout preliminary plat and variance request, Jerry seconded; with all in favor, motion passed.

IV. BOARD DISCUSSION:

The Board discussed that new County Planning Board member, Dennis Gerke, has not attended any of the County Planning Board meetings since his appointment. The planning staff notified the board that Dennis had been in some contact with the planning department in the beginning of the year, but has since not responded to any correspondence or stated why he has not been in attendance. The Board then stated that it was time to review the By-laws and look into replacing Dennis on the board.

V. UNFINISHED BUSINESS

Forrest provided an update on the Stillwater Storage Buildings for Lease or Rent Application. Forrest informed the Board that the County Commissioners had required additional conditions on the drainage issue and the surrounding properties. Engineering West was to provide a set of solutions to help mitigate any potential run-off to neighboring properties. The County Commission would then revisit the conditional approval once that was received.

VI. ADJOURN: Gary made a motion to adjourn the meeting at 8:39 p.m., Dan seconded; motion passed.

The next meeting will be on July 7th, 2021 at 7:00 p.m. at the Pavilion.

Christine Baker, Planning